

## 2022 Election Security Subgrant FAQ

**1. Does Norton Antivirus qualify as managed IT support?**

No, it does not.

**2. Can we use the subgrant to reimburse costs incurred through the voting equipment audit?**

Reimbursement for costs incurred through conducting a post-election voting equipment audit is available, but not through the 2022 Election Security Subgrant. You can request reimbursement for those costs by emailing your request to [wecaudits@wisconsin.gov](mailto:wecaudits@wisconsin.gov) when you submit your audit materials and explanation of any discrepancies. There is a \$50 flat setup reimbursement plus \$.35 per each ballot audited.

More information on the 2022 voting equipment audit can be found on our website: [2022 Voting Equipment Audit | Wisconsin Elections Commission](#)

**3. Can we use \$1,200 to replace a computer?**

Yes. If you have already meet the baseline security requirements laid out in the MOU and accompanying appendices (attached and found on our website:

<https://elections.wi.gov/election-security-subgrants>), then you can use the full \$1,200 for additional election security expenses, which include compliant hardware such as a laptop. If you do not currently meet either the hardware or IT support requirements, you would check the “needs funds” box for that category in Section IV.A, and request \$600 to become compliant in that category in Section IV.C of the MOU.

**4. Can I submit all the required materials at once (MOU, compliance form, itemized receipts for expended subgrant funds, and contingency plan)?**

Technically yes, however the MOU is due December 31, 2022, and the rest of the compliance documents are due February 28, 2022. The compliance form and receipts should be submitted after the funds have been spent. If you spent the funds prior to submitting the MOU (but after July 22, 2022), you can submit your compliance form/emergency response plan/itemized receipts for all expended subgrant funds along with the MOU. Otherwise, you would submit the MOU, spend the funds, then send in the rest of the documents.

**5. I currently meet the baseline standards for IT support but would like to request funds to continue that support. Do I request \$600 under Baseline Managed IT to “maintain” support or, because I’m already compliant, do I put the \$600 toward Additional Election Security Expenses?**

If you’re meeting the compliance standards you can check the box in Section IV.A.2 saying you are compliant and request that \$600 for Additional Election Security Expenses to spend on IT costs to maintain service, bringing your total for AESE to the full \$1,200. Or, you can check the box saying you need the funds to maintain IT support. In that case, you would request \$600 for Baseline Managed IT (so instead of having \$1,200 for AESE, you would have \$600 for Baseline managed IT and \$600 for AESE). It’s up to you to choose which box more appropriately characterizes your situation, but either way you’re complying with the terms of the subgrant and spending the funds on authorized uses.

**6. Can cyber insurance be covered by the subgrant?**

Cyber insurance is allowable under the subgrant per the following terms and conditions (not inclusive):

- Covers recovery costs, i.e., affected municipality could become operational quickly, in order to serve voters.
- Reimbursable amount subject to grant maximum (\$1,200)
- Allowable per [§200.447](#) but the allocation of costs must be considered in benefit to improving the administration of elections for Federal Office, per HAVA 101(b)(1)(B). An allocation methodology representative to the benefit of federal elections should be considered when allowing and allocating cyber insurance costs
  - Allocation methodology: determine a fair portion of that cost that would be for the benefit of continuing the administration of the municipality’s federal elections in contrast to the other municipal functions covered under the insurance
- Not allowable if existing cyber insurance policy, as federal funds may not supplant/replace state or other existing funding

**7. We use an online OS Microsoft 365 through an IT company at a monthly charge. Is that cost also covered?**

Yes, if your baseline requirements are met.

**8. We purchased security carts for transporting election supplies/materials recently, can we complete a MOU for a purchase that was already made?**

Yes, if it was purchased during the grant period (7/22/22 – 2/28/23).

**9. A good Windows computer could be \$800, over the \$600 noted for Hardware**

Yes, "additional election security expenses" could be applied towards the amount over \$600.

**10. If we need a new computer that costs \$1,200 and we already have IT support, we'd ask for \$600 in baseline hardware and another \$600 in additional election security expenses (to put towards the new computer)?**

Yes.

**11. Can I use \$800 for Computer and \$400 for security?**

Yes.

**12. What if you request \$600 for IT and only use \$500, can you use the remaining in another area or do you forfeit that?**

Yes, you may apply the leftover funds to other security needs.

**13. How firm are the program dates for coverage? I purchased a new computer on June**

The dates are firm. The start of the subgrant period was July 22, 2022.

**14. Do we get a letter from IT provider?**

A letter from the IT provider not required for the subgrant. However, you must provide itemized receipts for all expended subgrant funds with your compliance form and contingency plan, due February 28, 2023.

**15. Does the IT support have to be new support? If we already have support agreement, can we claim for additional hours?**

It does not have to be new support.

**16. Will there be any security training put on by WEC during the program dates?**

Possibly, although this is not a requirement for the subgrant this time.

**17. Would a wireless modem for our ICE machine qualify as hardware?**

No.

**18. Can I use it for getting a new voting machine?**

No, voting equipment is not an authorized expense.

**19. Security cameras and equipment are part of Additional Election Security Expenses?**

Yes, if baseline requirements are met.

**20. Is this \$1,200 in addition?**

Yes. You may receive the full \$1,200 even if you previously received funds through the 2019/2020 Election Security Subgrant or the .gov Election Security Subgrant.

**21. We put in a service window for in-person absentee voting, EDRs, etc. Would this be covered?**

Possibly, if you can claim/justify that the window was used for election security purposes.

**22. The city has 33 employees that are enrolled in Cyber Training and there is a monthly fee for this training. Can I claim the entire expense of the 33 employees for cyber training and if so, do I claim the months of July 2022 thru February 2023?**

Yes, if baseline requirements are met and those employees are involved in election related work/responsibilities

**23. Is the .gov grant still open? Is it through WEC and if so, do you have a link?**

The .gov subgrant will reopen soon. An announcement will be published.

**24. Is there a way to get a copy of the webinar slides?**

Slides are available on the website: <https://elections.wi.gov/event/subgrant-webinar-clerks>

**25. I already received funds for the .gov domain. Can I apply here for the same expense I already received funds for?**

You cannot be reimbursed for the same expense twice. You can apply the funds to other security needs. Expenses related to transitioning to a .gov or wi.gov domain are reimbursable under this subgrant if not already reimbursed through the .gov subgrant.

**26. What other examples besides a locked storage cabinet could we use the funds for?**

New hardware, software, or any security measures such as padlocks, alarms, cameras, etc. You must be able to justify the expense per the terms of the subgrant.

**27. Can you use the .gov grant plus this grant to cover the costs of switching to .gov?**

Yes, so long as they are costs not previously reimbursed.

**28. What number do we call if we have questions?**

Call the Elections Help Desk at 608-261-2028

**29. Can I use the funds for software...example Office 365?**

Yes.

**30. We have a rusty old door to the back of the building that is in the election room.**

**When someone exits via that door, the rusty frame and door don't always close.**

**Could I use these funds for physical safety?**

Yes, if baseline requirements are met and the fix is directly related to election security.

**31. Can I spend subgrant funds on a printer?**

A printer is not an allowable expense under this subgrant, unless the purchase of the printer would increase election security standing by taking the elections office off a shared, networked printer onto a non-shared, non-networked directly connected printer. A justification would be required for this type of purchase.

**32. Eligible expenses (not comprehensive):**

- a. Firewall
- b. .gov domain related expenses
- c. Locked storage for election equipment
- d. Security cameras for polling places
- e. Motion sensor security lights for polling locations
- f. Shredder
- g. Security seals: with justification on how they improve physical security for election equipment
- h. Backup systems

**33. Not allowable expenses (not comprehensive):**

- a. Voting Equipment
- b. Badger Books
- c. Voting booth
- d. Printer (see exception in #31)
- e. Plexi to cover election notices
- f. Window blinds
- g. Ballot bags
- h. Tables for voting equipment